

**BOARD OF COUNTY COMMISSIONERS, WASHOE COUNTY, NEVADA**

TUESDAY

1:00 P.M.

DECEMBER 18, 2001

PRESENT:

**Jim Shaw, Chairman**  
**Pete Sferrazza, Vice Chairman**  
**Joanne Bond, Commissioner**  
**Jim Galloway, Commissioner**  
**Ted Short, Commissioner**

**Amy Harvey, County Clerk**  
**Nancy Parent, Chief Deputy County Clerk**  
**Katy Singlaub, County Manager**  
**Madelyn Shipman, Legal Counsel**

The Board met in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada. Following the Pledge of Allegiance to the flag of our Country, the Clerk called the roll and the Board conducted the following business:

**01-1280      AGENDA**

In accordance with the Open Meeting Law, on motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried with Commissioner Galloway absent, Chairman Shaw ordered that the agenda for the December 18, 2001, meeting be approved with the following amendments: **Amend Item 8G(1)** to read Fritz-Liberty Center, not Library Center; **Delete Items 17B** Construction of Regional Emergency Operations Center/Dispatch Facility (\$5,219,000); **Item 18** 1998 Infrastructure Sales Tax imposed pursuant to NRS Chapter 377B for the purpose of applying an additional \$900,000 previously allocated to the Truckee River Flood Control Project; and **Item 19B** Nonexclusive Fill Slope Easement Agreement between Washoe County (on behalf of the Reno-Sparks Convention & Visitors Authority) and Somersett Development Company Ltd.

**PUBLIC COMMENTS**

Terry Tiernay, area resident, expressed concern about roaming livestock in Palomino Valley. He submitted several documents and a Petition from neighbors requesting that the ordinance concerning livestock be amended.

**1:15 p.m.**      **Commissioner Galloway arrived.**

Sam Dehne, area resident, played his guitar and sang Jingle Bells.

**COMMISSIONERS AND MANAGER'S COMMENTS**

Katy Singlaub, County Manager, wished everyone a happy holiday.

Commissioners Galloway and Sferrazza requested that staff look into the concerns expressed by Mr. Tiernay regarding roaming livestock and come back to the Board with information for discussion.

**PERFORMANCE BY GLENN DUNCAN CHILDREN'S CHOIR**

The Glenn Duncan Children's Choir performed several Christmas songs. Dan Robbins, Choir Director, Sue Van Tress, Assistant, and Frank Garrity, Principal, Glenn Duncan Elementary School were also present.

**01-1281      RESOLUTION – HONORING THE LIFE OF MOYA OLSEN LEAR**

On motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, it was ordered that the following resolution be adopted and Chairman Shaw be authorized to execute. A moment of silence was held in honor of Mrs. Lear.

**RESOLUTION**

**WHEREAS**, Every so often, a life shines so brightly that it embraces us with an unforgettable glow. A glow that benefits a community for generations; and

**WHEREAS**, Moya Olsen Lear lived such a life. Her talents touched the entire country, yet she blessed the Washoe County Community by keeping us prominent in her heart and making us an important part of her life; and

**WHEREAS**, Moya's contributions and accomplishments are many. She served as a member of President Reagan's International Private Enterprise Task Force, as well as on the Board of Trustees for the Sierra Arts Foundation, the Nevada Opera Association, the Nevada Festival Ballet and the Seattle Museum of Flight. Moya has been awarded a number of honorary doctorates, a Platinum Star from Truckee Meadows Tomorrow and has been inducted into Nevada Business Leaders Hall of Fame, the United States Achievement Academy and Women in Aviation Pioneers; and

**WHEREAS**, Moya's personal devotion to the enhancement of our region included supporting a number of Washoe County programs ranging from the preservation of land and beautification of public parks to public safety; and

**WHEREAS**, Highlights of Moya's contributions to the County include projects that provide the public with places of solace and beauty such as the donation of 347 acres of land in the Silver Lake wetlands in Stead for preservation of open space and the donation of the Bill Lear Memorial Garden in Rancho San Rafael Regional Park. Moya was the first major donor to the Verdi Library and Nature Center Project and a regular supporter of the Friends of the Library. Moya's contributions to the County Sheriff's Office included support for the Sheriff's Honor Guard, video cameras for patrol cars and technology to help recover abducted children; and

**WHEREAS**, While we have not even begun to identify all of Moya's contributions, we recognize that perhaps her greatest gifts were her leadership, warmth of personality, sense of humor and immeasurable love of life; now, therefore, be it

**RESOLVED**, By the Washoe County Board of Commissioners, on behalf of all citizens of Washoe County, to honor the life of Moya Olsen Lear, a women described by friends as a "remarkable grand dame of philanthropy and exemplary citizenship" and that we each be thankful that our community will forever reside beneath the light that shines forth from her generous spirit.

**01-1282      RESOLUTION – APPRECIATION – GARY GOELITZ**

On motion by Commissioner Short, seconded by Commissioner Bond, which motion duly carried, it was ordered that the following resolution be adopted and Chairman Shaw be authorized to execute:

**RESOLUTION**

**WHEREAS**, Gary Goelitz began his career with Washoe County on May 2, 1994 as a Senior Administrative Analyst; and

**WHEREAS**, Gary will end his career with Washoe County on December 28, 2001, as Senior Internal Auditor; and

**WHEREAS**, During his tenure he provided invaluable expertise to the citizens of Washoe County in the area of financial analysis and management; and

**WHEREAS**, His leadership abilities are evidenced by the successful 800 MHz Radio System project that will allow emergency responders to communicate with one another on a single radio system that is the first of its kind in Nevada; and

**WHEREAS**, Gary was also instrumental in the establishment and implementation of the Internal Audit Program in September, 1999 which has to date identified nearly \$2 million in savings, cost avoidance and/or new revenues; and

**WHEREAS**, Gary's analysis and recommendations on County operations can often be frank and somewhat unnerving, there is no question that his motivation is to help make Washoe County work better for its citizens; and

**WHEREAS**, Gary will be sorely missed by his colleagues and the citizens who benefited from his untiring dedication to excellence in public service; now, therefore, be it

**RESOLVED**, That Washoe County and its citizens express their appreciation and respect to Gary Goelitz for his work on behalf of Washoe County since 1994, and wish him the best in his future endeavors.

Mr. Goelitz expressed his appreciation to the Board and County Manager for allowing employees the opportunity to make a difference above and beyond their job duties.

Commissioners expressed their appreciation to Mr. Goelitz for all of his hard work and dedication to the County during his employment.

### **MINUTES**

On motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, Chairman Shaw ordered that the minutes of the regular meeting of November 20, 2001, be approved.

**01-1283      ACCEPTANCE OF DONATION – CAROL FRANC BUCK  
FOUNDATION – MASTERPIECE CONCERT SERIES – ROBERT  
Z. HAWKINS AMPHITHEATER – PARKS DEPARTMENT**

Upon recommendation of Moira Shea, Development Officer, through Karen Mullen, Director, Parks and Recreation Department, on motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, Chairman Shaw ordered that the donation from the Carol Franc Buck Foundation in the amount of \$25,000 for the Masterpiece Concert Series, to be held at the Robert Z. Hawkins Amphitheater in August 2002, be accepted with the Board's gratitude.

It was further ordered that the following be authorized: **Increase Revenue Appropriations** \$25,000 in account 14055D-5802 in FY 2001/02; and **Increase Expenditure Appropriations** \$25,000 in account 14055D-7321 in FY 2001/02.

**01-1284      ACCEPTANCE OF DONATION – CRITICAL INCIDENT STRESS  
MANAGEMENT PROGRAM – SHERIFF**

Upon recommendation of Dennis Balaam, Sheriff, on motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, Chairman Shaw ordered that the \$905 donation from the Critical Incident Stress Management team

to be used for the Critical Incident Stress Management Program be accepted with the Board's gratitude.

**01-1285      RESIGNATION/APPOINTMENT – DISTRICT BOARD OF HEALTH**

Following discussion, Commissioner Galloway nominated Dr. George Furman, seconded by Chairman Shaw which motion duly carried with Commissioner Sferrazza nominating Mark Sullivan, it was ordered that the resignation of Jacqueline Glenn-McIntire be accepted, effective immediately, and Dr. George Furman be appointed to the District Health Board, with a term expiring December 31, 2004.

**01-1286      SEWER LINE EASEMENT – MOGUL CANYON FOR SOMERSETT DEVELOPMENT – PARKS DEPARTMENT**

Karen Mullen, Director, Parks and Recreation Department, reviewed the staff report and requirements for approval of this easement. She said if the developer constructs the sewer easement around County property it would create a scar on the canyon wall with a retaining wall approximately 15 to 20 feet high. The actual maintenance road would be gated and not paved, and would not connect to any street now or in the future. The residents in lower Mogul preferred the sewer line going through the County's property instead of creating any scarring along the canyon wall.

Commissioner Sferrazza said the Board spent a considerable amount of time giving direction for no roads through parks unless it is absolutely essential, and to him there is no justification for this easement. The proposal for a sewer line is basically a road, and there are other alternatives, such as the developer creating a sewer line through their own property. Ms. Mullen said no one is very happy with this proposal but the consensus was that this proposal would cause the least destruction to the scenery.

Chairman Shaw asked if there was any major opposition from area residents. Ms. Mullen said the Citizens Advisory Board (CAB) was very concerned and voted no the first time this came before them, but the second time it came to them with some concerns addressed by the developer it did not receive a no vote. A subsequent meeting was held with the CAB which the Park Commission attended. Several members toured the area and discussed the effects this easement would have on the land. They met with Water Resources staff regarding flood flows and the costs of a lift-station.

Commissioner Galloway said one of the concerns expressed by the CAB is that this easement is in violation of the Verdi Area Plan. Ms. Mullen said the City of Reno's portion of property going through the canyon is very steep but on the County's property it levels out and has probably a 5 to 7 percent grade. Commissioner Galloway inquired if anyone from the public or staff provided another alternative that is less damaging from a scenic or recreational point of view. Ms. Mullen said the citizens asked why this sewage could not be shipped down the existing Mae Anne/Robb Drive area and they were told that the lines in that area were not sized to carry the additional capacity of

Somerset. The only other alternative was to create a lift-station to lift it over to the west and come down through the west side of Mogul. Although the lift-station would eliminate the need to come down through the canyon, the cost is high.

Commissioner Short said the downside for the path is that the sewer line could become a race course for off-road vehicles. Ms. Mullen advised that there would be a gate at the top to prevent people from using it for anything other than maintenance.

Bill Thomas, Summit Engineering, stated that the developer would have to obtain a special use permit for the County portion of this project, and that Planning staff felt the project met the objectives of the Verdi Area Plan. He said the easement would be 15 feet wide, not wide enough to be considered a road; that they are trying for the least impact possible to the area; and that approximately 1700 homes would benefit from the sewer line. Other alternatives were reviewed and the biggest issue is the lift-station, although most utility people would say the lift-station should only be used if there is no other alternative. The developer would construct two large detention areas upstream that would benefit the people in Mogul, because it would detain the storm water that normally comes down the canyon. It would be released at a rate designed to make sure that downstream properties are not flooded. He said the developer met with the residents by holding a meeting at the Library on Robb Drive; that the majority are interested in receiving sewer; and that the Verdi Area Plan calls for the Mogul area to be served. The project would pay for connection to the Lawton/Verdi Interceptor directly benefiting 30 homes. In addition, it would allow other areas of Mogul to connect into the sewer system, if homeowners chose to do so.

On motion by Commissioner Galloway, seconded by Commissioner Sferazza, which motion duly carried with Commissioner Bond voting "no," Chairman Shaw ordered that this matter be continued for no longer than 30 days; that staff review alternatives that are less destructive, disregarding costs; that staff review whether this project is in conflict with the Verdi Area Plan or any other County plan; and that staff be allowed to have preliminary negotiations regarding this project.

**01-1287      GRANT OF PUBLIC UTILITY EASEMENT – NEVADA BELL –  
REGIONAL PUBLIC SAFETY TRAINING CENTER – PUBLIC  
WORKS DEPARTMENT**

Upon recommendation of Rodney Savini, P.E., Capital Projects Division Manager, through Dave Roundtree, Public Works Director, on motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, it was ordered that the Grant of Public Utility Easement to Nevada Bell for telephone service for the Regional Public Safety Training Center and the Regional Dispatch and Emergency Operations Center be approved.

It was noted that Nevada Bell provided the design and the infrastructure was constructed as a portion of the site development; that the easement allows placement and operation of a point-of-presence facility on the site across the street from the Re

gional Dispatch and Emergency Operations Center to provide telephone service; and that upon dedication of this easement, Nevada Bell will maintain and repair communications facilities located thereupon.

**01-1288      WATER RIGHTS DEED – NELL J. REDFIELD TRUST – WATER RESOURCES DEPARTMENT**

Upon recommendation of John Collins, Manager, Utility Services Division, through Steve Bradhurst, Director, Water Resources Department, on motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, it was ordered that the following actions be taken:

1. The Water Rights Deed between Nell J. Redfield Trust as Grantor and Washoe County as Grantee for a total combined duty of 350.0 acre-feet of underground water rights from the following Permits be approved:

Permit 61265 50.94 AF	Permit 61268 64.09 AF
Permit 61266 50.94 AF	Permit 61269 66.55 AF
Permit 61267 50.94 AF	Permit 61270 66.55 AF

2. Chairman Shaw be authorized to execute the Water Rights Deed.
3. The Utility Services Division Manager be directed to record the Water Rights Deed with the County Recorder.

**01-1289      CONTRACT – GEOTEMPS - DEVELOP AND MAINTAIN THE CENTRAL TRUCKEE MEADOWS REMEDIATION DISTRICT – WATER RESOURCES**

Upon recommendation of Jeanne Ruefer, Planning Manager, Water Resources, through Steve Bradhurst, Director, Water Resources Department, on motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, Chairman Shaw ordered the following actions be taken:

1. The Department of Water Resources through the Purchasing Department be authorized to contract with GEOTEMPS, a professional personnel service firm, to provide hydrogeological services, billed on an hourly basis on an as needed basis, for approximately 40-hours per week.
2. The Comptroller’s office be directed to make the necessary account changes included in the Fiscal Impacts.
3. The employees of GEOTEMPS be authorized to drive a County vehicle while assigned to this project.

It was noted that the Central Truckee Meadows Remediation District is currently implementing the Nevada Division of Environmental Protection approved Work Plan to investigate the PCE contaminated groundwater within the District and is developing a Remediation Plan which is expected in April of 2002. Contract personnel will support the District by: collecting data, analyzing data, assist with the development of the Remediation Plan, and implementation of the Remediation Plan.

**01-1290      AGREEMENT – LYNN C. FRITZ dba FRITZ-LIBERTY CENTER  
– SPACE FOR SOCIAL SERVICES – GENERAL SERVICES**

Upon recommendation of Tom Gadd, Director, General Services, on motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, it was ordered that the Lease Agreement between Lynn C. Fritz dba Fritz-Liberty Center (Lessor) and Washoe County (Lessee) for the purpose of leasing office space for Social Services for a sixty (60) month term, and for such other terms and conditions stated therein be approved. It was further ordered that a budget transfer in the amount of \$76,556 be authorized from Social Services (p/w) #920703 to General Services (1611-7340) to cover lease costs for the remainder of the FY 2001/2002.

**01-1291      INTERLOCAL AGREEMENT – REGIONAL PUBLIC SAFETY  
TRAINING CENTER – PUBLIC WORKS DEPARTMENT**

Upon recommendation of Rodney Savini, P.E., Capital Projects Division Manager, through Dave Roundtree, Public Works Director, on motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, it was ordered that the Interlocal Agreement concerning the provision of a facility for training and educational programs to meet the needs of the partnering agencies and establish operational, executive, and management boards comprised of members of the partnering agencies to govern operations for the Regional Public Safety Training Center be approved. It was noted that the interlocal agreement for the Regional Public Safety Training Center has been negotiated between the partnering agencies which include Washoe County, City of Reno, City of Sparks, Truckee Meadows Community College, and Sierra Forest Fire Protection District.

**INTRODUCTION OF NEW COUNTY EMPLOYEES**

Katy Singlaub, County Manager, invited approximately 20 new Washoe County employees to come forward and introduce themselves to the Board. Chairman Shaw welcomed the new employees on behalf of the Board.

**2:00 p.m.      Amy Harvey, County Clerk arrived and Nancy Parent, Chief Deputy County Clerk left the meeting.**

**01-1292      WASHOE COUNTY SUGGESTION PROGRAM**

Darin Conforti, Senior Administrative Analyst, acknowledged the employees being recognized for innovative suggestions that result in cost savings to the County. He reviewed the suggestions and monetary awards the Employee Recognition Committee approved for each suggestion submitted. On motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, Chairman Shaw acknowledged the suggestions and presented certificates of recognition to the following recipients:

<b>EMPLOYEES</b>	<b>DEPARTMENT</b>
Gayle Wynia & Mary Ann Replogle	Health Department
Clayton Griffin & John Respass	Sheriff's Office
Coleen Hughes, Linda Dunn and Debra Brus	Health Department
Elaine Anagnostou	Human Resources
Suzanne Walsh & Patti Tipton	Water Resources
Julie Skow	Manager's Office

**01-1293      YOUTH ADVISOR FOR JUVENILE SERVICES DEPARTMENT – JUVENILE SERVICES**

Upon recommendation of Leonard Pugh, Director, Juvenile Services, on motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, Chairman Shaw ordered that a new position of Youth Advisor for the Juvenile Services Department be approved.

**01-1294      RECLASSIFICATIONS, CREATION OF NEW CLASSES, CLASSIFICATION OF NEW POSITIONS AND TITLE CHANGE OF EXISTING CLASSES – HUMAN RESOURCES**

Commissioner Sferrazza said he is concerned that the Board approved the Hay Study which was quite expensive, and now everyone is coming back in and chipping away at it. He asked what was the point of doing the Hay Study if it is going to be changed every month. Joanne Ray, Director, Human Resources, said some of these are new requests for reclassifications, and the ones before the Board are reclassifications as a result of changes in the departments. She said a report can be provided to the Board by departments requesting reclassifications.

Commissioner Sferrazza said jobs should remain the same for a one year minimum, otherwise the Hay Study was pretty much a waste of money. If they allow people to come back every month to change job positions then they are back to where the County was prior to the study. The Hay Study was supposed to bring everyone into harmony and that evidently is not happening. Katy Singlaub, County Manager, said some of these requests are in response to reorganizations that do improve the efficiencies of their departments, and they want to make sure that department heads have the flexibility they need to make necessary changes.

Commissioner Galloway said maybe they should have a policy addressing the frequency of reclassifications, and if it is not in connection with departmental reorganization then maybe it should not change for one year. Mrs. Singlaub said she did direct department heads to be prepared to defend their position requests, because this is not Ms. Ray's presentation to make. Commissioner Sferrazza said if they are actually saving money he does not have a problem with that, but if it is a reclassification that results in a salary increase for someone then it is just a back door method for salary increases, and that he does not support. If department heads come in and demonstrate a savings to the organization by reclassifying people that is one thing, but if it costs the County money they should have to wait until the next budget cycle before reclassifying any positions. If people are coming back in one month after the Hay Study is completed, that demonstrates to him that the study was a failure and he does not want it to be a failure. Mrs. Singlaub said justification could be attached to each request explaining why they are requesting reclassification and how it will improve the organization.

Kathy Burke, County Recorder, stated that both positions she requested to be reclassified are vacant. She said if the employees continue to be classified as Deputy County Recorder Aide positions they cannot do Deputy County Recorder I work, and if they do that work she is working them out of class and is in violation of W.C.E.A. The volume in real estate documentation has increased significantly and she needs Deputy County Recorder I employees to do that work.

Steve Bradhurst, Director, Water Resources Department, said the results from the performance audit has caused reorganization within his department. The department is losing employees to the Truckee Meadows Water Authority because of the pay difference, and he would like to pay people the right salary for the job they are doing. Commissioner Sferrazza said the Hay Study should have addressed that, and if they are losing people because the County is not competitive, then the Hay Study did not accurately reflect the market.

Dave Roundtree, Public Works Director, explained that the position for Lead Heavy Equipment Operator/Vya is responsible for overseeing the operation of the Vya station. In addition, they operate much more autonomously than other heavy equipment operators. The Vya Station is 80 miles north of Gerlach and operates independently, and the person there has to make independent judgment decisions of the duties he needs to perform every day. The clerical position in Incline Village was hired to do very basic clerical things, answering phones, typing, filing, etc., but the position has evolved over the last several years and is much more than what was originally proposed.

Mike Capello, Director, Washoe County Social Services Department, stated that the position of Social Services Fiscal Manager was approved in the budget request for this year and the job description was finalized through the Job Evaluation Committee.

Commissioner Galloway said he is concerned that grade inflation is a possibility with no control, and he will abstain from voting. Commissioner Sferrazza said he

will support the positions that were justified today, but in the future he wants to see justification for reclassifications, i.e. salary comparison, duties, etc.

On motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried with Commissioner Galloway abstaining, Chairman Shaw ordered that the following reclassification of existing positions, creation of new classes, classification of new positions and title change of existing classes be approved as follows:

<b>Reclassification of existing positions</b>					
<b>Department</b>	<b>Current Position</b>	<b>Pay Grade</b>	<b>Date/Reclass. Request</b>	<b>Recommended Class</b>	<b>Pay Grade</b>
Information Technology	IT Manager	T	5/21/01	Client Technologies Manager (New Class)	S
Information Technology	Sr. Network Engineer	P	2/22/01	IT Program Coordinator I (New Class)	P(Q)
Library	Librarian I	K	9/26/01	Librarian II	N
Manager	Program Assist.	K	2/07/01	Admin. Assist. II	L
Public Works	Heavy Equip. Operator	I	10/03/01	Lead Hvy Equip Operator/Vya (New Class)	J
Public Works	Office Assist. II	E	9/24/01	Office Support Specialist	H
Recorder	Deputy County Recorder Aide (2 positions)	D	10/25/01	Deputy County Recorder I	G
Sheriff	Program Assist.	K	7/19/01	Admin. Assist. II	L
Water Resources	Accounting Manager	Q	10/30/01	Finance/Operations Manager/Water Resources (New Class)	T
<b>Classification of FY 01/02 New Positions</b>					
Social Services	New Position	Approved by BCC for 01/02 Budget, effective 7/01		Social Services Fiscal Manager	R
<b>Title Change of Existing Class</b>					
Equipment Mechanic I (Parks/Golf Fund 3 positions)				Grounds Equipment Mechanic	
Equipment Mechanic II (General Services 9 positions)				Heavy Diesel Equipment Mechanic	

It was further ordered that the Human Resources Department bring back a proposed policy on reclassifications and classifications in January 2002.

**01-1295      HOURS OF OPERATION – INCLINE VILLAGE CLERK’S OFFICE – RENO MARRIAGE COMMISSIONER’S OFFICE – COUNTY CLERK**

On motion by Commissioner Galloway, seconded by Commissioner Sferazza, which motion duly carried, Chairman Shaw ordered that the County Clerk’s office in Incline Village remain open for 8 hours on New Year’s Eve Day 2001, and the Reno

Marriage Commissioner's Office open for 4 hours (afternoon hours) on New Year's Day 2002.

**01-1296      BILL NO. 1322 – AMENDING WCC – REPEALING SECTION 70.38653 RELATING TO BEING UNDER THE INFLUENCE OF ALCOHOL**

Bill No. 1322 entitled, "AN ORDINANCE AMENDING THE WASHOE COUNTY CODE BY REPEALING SEC. 70.38653 RELATING TO BEING UNDER THE INFLUENCE OF ALCOHOL IN A VEHICLE AND AMENDING SEC. 70.38652 TO CONFORM TO STATE LAW," was introduced by Commissioner Short, the title read to the Board, and legal notice for final action of adoption directed.

**01-1297      AWARD OF BID – CONSTRUCTION OF LEMMON VALLEY WATER SYSTEM WELL NO. 9 (PWP-WA-2001-514) – NOTICE TO PROCEED – WATER RESOURCES DEPARTMENT**

This was the time to consider award of bid, Notice to Bidders for receipt of sealed bids having been published in the Reno-Gazette Journal on November 8, 9, 14, 16, 21, 28 & 30, 2001, for construction of the Lemmon Valley Water System Well No. 9 improvements (PWP-WA-2001-514), on behalf of the Water Resources Department. Proof was made that due and legal Notice had been given.

Bids were received from the following:

<b>CONTRACTORS</b>	<b>BID AMOUNT</b>
Mike's Trenching (low bidder using preferential bidder status)	\$359,342.00
Perata Excavation (no preferential bidder status)	\$354,874.00
RP Weddel & Sons	\$375,050.00
A&K Earth Movers	\$387,783.00
Gerhardt & Berry	\$387,831.00
Resource Development Company	\$398,100.00
Bison Construction	\$400,956.00
Interstate Utility Construction	\$406,529.00
Highfield Construction	\$432,773.00
Paragon Associates	\$450,095.00
White Rock Construction	\$483,108.00
<b>Engineers Estimate</b>	<b>\$435,000.00</b>

Upon recommendation of John Collins, Manager, Utility Services Division, through Steve Bradhurst, Director, Water Resources Department, on motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, Chairman Shaw ordered that the award of bid for construction of the Lemmon Valley Water System Well No. 9 on behalf of the Water Resources Department, be awarded to the lowest responsive, responsible bidder, Mike's Trenching, Inc., in the amount of \$359,342.00, and Chairman Shaw be authorized to execute the contract documents upon

receipt. It was further ordered that the Utility Services Manager be authorized to issue the Notice to Proceed.

**01-1298      UPDATE AND STATUS REPORT OF COUNTY INTERVENTION  
BY VERDI MEADOWS UTILITY COMPANY – NEVADA PUBLIC  
UTILITIES COMMISSION – WATER RESOURCES**

Steve Bradhurst, Director, Water Resources Department, updated the Board on the status of the County's application to intervene to the Nevada Public Utilities Commission (PUC), regarding the Verdi Meadows Utility Company Inc. (VMUC) filing an application to expand their service area that includes Canyon Ranch Estates subdivision and other matters.

Commissioner Short asked why the petitions were filed late. Mr. Bradhurst said they were filed late due to VMUC sending copies of their application to the Clerk's office and not to the Water Resources Department.

Tim Holt, Staff Engineer, Meridian Company, submitted documents relating to the County's request to intervene to the PUC. He reviewed the Board's order from the hearing held on October 23, 2001, regarding Canyon Ranch Estates subdivision. Mr. Holt stated that the VMUC already exists in the surrounding area of Canyon Ranch Estates. Residents would like to have service as soon as possible and VMUC should be allowed to provide service to those customers. Mr. Holt said the VMUC believes, based on the certificate issued to it by the PUC, that it has a responsibility to serve the customers in that area. He reviewed the PUC's authority for determining responsibility and jurisdiction of utility providers.

Michael DeMartini, President of American Environmental Resources Inc., Operator of Verdi Meadows Utility Company Inc., stated that he was here when the ordinances were established in the 1980's concerning utility providers. They did not intend to limit private enterprise only to limit proliferation of new private utility companies. Mr. DeMartini asked if everyone worked for Washoe County, who would pay taxes, and noted that not every resident wants their services provided by Washoe County. The Verdi Citizen Advisory Board, including Mogul and Boomtown, voted in concept to allow VMUC to provide water and sewer service. He said VMUC would like to work with Washoe County concerning the provision of services to customers, but the County trying to stop VMUC from expanding their service area is unproductive.

Commissioner Galloway asked if VMUC ever discussed any creative ways to settle this dispute with County staff. Mr. DeMartini said they are willing to work with the County, as the County is in a position to oversee operations of utility providers.

Madelyn Shipman, Legal Counsel, clarified that the intervention by the County is not to stop the existing utility from any approval it needs to continue serving existing customers; it is solely based on VMUC's request to the PUC to provide for expanded service territory.

01-1299

**PUBLIC HEARING ON LOCAL LAW ENFORCEMENT BLOCK GRANT – ACCEPT BUREAU OF JUSTICE ASSISTANCE, LOCAL LAW ENFORCEMENT BLOCK GRANT – SHERIFF**

**3:00 p.m.** This was the time set in a Notice of Public Hearing, published in the Reno Gazette-Journal on December 7, 2001, to consider the proposed use(s) of the Local Law Enforcement Block Grants awarded to Washoe County by the United States Bureau of Justice, Bureau of Justice Assistance, in the amount of \$61,625.00 for purchase of equipment and technology. Proof was made that due and legal Notice had been given.

Chairman Shaw opened the public hearing and called upon anyone wishing to speak on this matter.

Jim Lopey, Assistant Sheriff, Operations Bureau, stated that the money allocated from the block grant will go towards the purchase of Mobile Communication Terminals (MCT's), which are laptops that go into patrol cars. This will allow the officer to run wants and warrant checks, registration checks and other similar information from the car. He said when the 800 MHz Radio System is up and running, the MCT's will allow them to develop silent dispatching, which is their ultimate goal.

There being no one else wishing to speak, Chairman Shaw closed the public hearing.

Upon recommendation of Dennis Balaam, Sheriff, on motion by Commissioner Short, seconded by Commissioner Bond, which motion duly carried, it was ordered that the Bureau of Justice Assistance, Local Law Enforcement Block Grant in the amount of \$61,625.00 be accepted and Chairman Shaw be authorized to execute. It was further ordered that the following budget adjustments and capital outlay purchase of Mobile Communication Terminals be approved:

Increase Revenue Account <b>152422G-4301</b>	\$61,625.00
Transfer funds from 15141D-Federal Forfeiture to 152422G as the County's cash match for this grant.	\$6,847.00
Increase Expenditure Account <b>152422G-7849</b>	\$68,472.00

It was noted that the Sheriff's office will utilize the grant funding to purchase MCT's, mounting brackets and wiring harnesses for marked patrol units. These new MCT's will replace similar units purchased in 1996.

01-1300

**FEDERAL REIMBURSEMENT GRANT – U.S. DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE – CAPITAL OUTLAY – CRIME LAB – SWAT VAN – SHERIFF**

Upon recommendation of Dennis Balaam, Sheriff, on motion by Commissioner Bond, seconded by Commissioner Galloway, which motion duly carried, Chairman Shaw ordered that the Reimbursement Grant from the United States Department of

Justice, Bureau of Justice Assistance, in the amount of \$780,660.00 be accepted. It was further ordered that the Comptroller be directed to make the following adjustments to the 2001/2002 budget and any necessary cash and transfer adjustments:

	<b>Grant Award and Distribution</b>	<b>Existing Budget Authority</b>	<b>Adjustments to Budget Authority</b>	<b>Notes for Comptroller Posting Key Org and Account for Revenues &amp; Expenses</b>
<b>Revenue:</b>				
Grant Award	\$780,660	\$520,000	\$260,660	
<b>Expenses:</b>				
Justice Benefits Inc. Payment	\$63,220		\$63,220	001-15262G02-Exp Acct 7140 Rev 4301
SWAT Van	\$140,000	\$120,000	\$20,000	001-15262G02-Exp Acct 7855 Rev 4301; move \$120,000 budget in 15043-7851 & 15043-5823 to 15262G02
Transfer to General Services	\$61,000		\$61,000	001-1615-Exp Acct 7863-Rev 4301
SCAAP Police Supplies	\$24,500		\$24,500	001-15262G02-Exp Acct 7260 Rev 4301
Management Training	\$20,000		\$20,000	001-1526G02-Exp Acct 7385 Rev 4301
Crime Lab Walk-in Refrigerator	\$23,990		\$23,990	001-15262G02-Exp Acct 7814 Rev 4301
Detention Federal Contribution	\$400,000	\$400,000		001-15262G02-Exp Acct 7003 Rev 4301
Pending Distribution			\$47,950	001-15262G02-Exp Acct 7398 Rev 4301
<b>Total</b>	<b>\$780,660</b>	<b>\$520,000</b>	<b>\$260,660</b>	

It was further ordered that the following Capital Outlay expenditure be approved:

1. \$23,990 – Walk-In Refrigerator for the Crime Lab. This will replace the stand-alone refrigerators currently in use and allow for better utilization of space available and more storage capability.
2. \$24,500 – Purchase of 450 expandable batons and holders for commissioned personnel. The expandable baton is much more compact and easier to conceal. This will also streamline the in-service impact weapons training.
3. \$140,000 – Toward the purchase of the SWAT Van, which was on the BCC agenda for December 11, 2001.

01-1301

**ESTABLISH COMMITTEE TO EVALUATE OPERATIONAL PERFORMANCE AND COST OF THE COUNTY'S CURRENT VOTING SYSTEM – NEWER ELECTRONIC TOUCH-SCREEN TECHNOLOGY – REGISTRAR OF VOTERS**

Commissioner Galloway said he would like to see a committee formed to review the current voting system as well as newer touch-screen technology. He said he would like to be assured that there is some way the vote count can be double-checked in the event of a recount. In one of the local newspapers, Lois Avery area resident, wrote an extensive article analyzing various voting systems and she was critical of the flip-lever voting machines as a way to end up with an election that might not be valid, but could not be recounted. He suggested forming a committee where each Commissioner could nominate 1 member, the Elections Task Force could nominate 3 people, all to be confirmed by the Board, and 1 person to be nominated by Management without confirmation by the Board. Commissioner Galloway said the Board would pledge staff support and funds to hold meetings. Katy Singlaub, County Manager, said there would be the selection process where the committee would actually be appointed and the fiscal impact could be identified at that time.

Dan Burk, Registrar of Voters, said based on what they know is coming out of Congress next year, all punch card systems are going to be decertified in the United States, which means that in the State of Nevada at least 7 counties are going to have brand new systems whether they want them or not. He said he believes it is a good idea for the Board to appoint a committee and allow them to study various systems and bring back their findings to the Board.

Upon recommendation of Dan Burk, Registrar of Voters, on motion by Commissioner Galloway, seconded by Commissioner Bond, which motion duly carried, Chairman Shaw ordered that each Commissioner nominate one person for the committee, the Elections Task Force Committee nominate three people, and the Registrar of Voters select one person; and that the nominations come back to the Board for confirmation with the County providing staff support for the meetings.

01-1302

**VILLAGE BOULEVARD/MILL CREEK WATER QUALITY IMPROVEMENT PROJECT INCLINE VILLAGE – PUBLIC WORKS DEPARTMENT**

Upon recommendation of Kimble Corbridge, Engineering Division, through Dave Roundtree, Public Works Director, on motion by Commissioner Bond, seconded by Commissioner Galloway, which motion duly carried, Chairman Shaw ordered that the following actions be taken:

1. The Village Boulevard/Mill Creek Water Quality Improvement Project be approved in concept;

2. Staff be authorized to request \$500,000 from the U.S. Forest Service for design and construction of the project;
3. Staff be authorized to request up to \$500,000 from Washoe County's TRPA Water Quality Mitigation Fund (to supplement U.S.F.S. funds) for design and construction of the project;
4. Chairman Shaw be authorized to execute the resolution to request 75% funding (approximately \$1,669,000) from the Nevada Tahoe Bond Act and the Director of Public Works be appointed as Agent for Washoe County; and
5. Chairman Shaw be authorized to approve and accept the grants from the U.S. Forest Service and the Nevada Tahoe Bond Act, if offered.

### **RESOLUTION**

Resolution of the Washoe County Board of Commissioners approving the application for Nevada Tahoe Bond Act Erosion Control Funds.

#### **VILLAGE BOULEVARD/MILL CREEK WATER QUALITY IMPROVEMENT PROJECT, INCLINE VILLAGE, NEVADA**

**WHEREAS**, the County of Washoe is submitting an application to the Division of State Lands (DIVISION) for financial assistance; and

**WHEREAS**, the Nevada Tahoe Conservation District has been assigned the administration of the program and has set up necessary procedures governing the program; and

**WHEREAS**, the adopted procedures established by the DIVISION require that the governing board must certify by resolution the approval of the proposed project application, including all understanding and assurances contained therein, and availability of matching funds prior to submission of said applications to the DIVISION.

**NOW THEREFORE, BE IT RESOLVED** that the proposed VILLAGE BOULEVARD/MILL CREEK WATER QUALITY IMPROVEMENT PROJECT, is approved for implementation;

**BE IT FURTHER RESOLVED** that the Board of County Commissioners do hereby certify that said agency can finance 100% of their share of the project.

**BE IT FURTHER RESOLVED** that the Board of County Commissioners does hereby appoint the Director of Public Works as agent of the Board of County Commissions to conduct all negotiation, execute and submit all documents including applications, agreements, billing statements, and so on which may be necessary for the completion of the above project.

**01-1303**      **PURCHASE TWO CATERPILLAR 950G 3-YARD FOUR WHEEL LOADERS FROM EQUIPMENT SERVICES FUND (REFER TO WASHOE COUNTY BID #ITB-2278-01) – GENERAL SERVICES**

Upon recommendation of Tom Gadd, Director, General Services, on motion by Commissioner Bond, seconded by Commissioner Galloway, which motion duly carried, Chairman Shaw ordered that the purchase of 2 Caterpillar 950G 3-yard Four Wheel Loaders from its Equipment Services Fund (6901-7852) to replace 2 existing older model (County owned) loaders be approved through a program of lease/buyback in accordance with Washoe County Bid #ITB-2278-01 awarded on March 27, 2001.

**01-1304**      **PROPOSED RELOCATION PLAN – GENERAL SERVICES**

Tom Gadd, Director, General Services, advised that the new Family Courtroom is tentatively scheduled to be constructed on the 3rd Floor at One South Sierra Street, the current courthouse for Family Courts, and the occupants currently on the 3rd Floor will be moved to the 1st Floor currently occupied by the Public Defender, and the Public Defender will be moved into leased space. He said there is also staff from the Public Defender's office located at 195 South Sierra Street that will have to be moved as well due to the interlocal agreement approved earlier today with the City of Reno, who will be building their Municipal Court on the property at 195 South Sierra Street.

Commissioner Sferrazza asked why they have to build a new courtroom if they already have 5 courtrooms and they only have 4 judges. Scott Jordan, Family Court Judge, stated that currently they have 5 courtrooms in the Family Court, 3 District Court Judges and 4 full-time Court Masters. The new Family Court Judge coming on board in January 2003 will need a courtroom, and the Court Masters are in court almost all day, as they handle all the juvenile cases, domestic violence cases, and child support enforcement cases. Judge Jordan said he does not believe they could run an efficient court if they do not add another courtroom for the new judge starting in 2003.

Mr. Gadd advised that they do not have a specific location for the Marriage Commission staff currently located at 195 South Sierra Street. That staff needs to go into retail space because of the odd hours they are open. He said he does not want to put them into a building where they have to light up the entire building for their weekend operations. The relocation of staff needs to get started as soon as possible, because they have 240 staff members who will need to be moved and they need all the time they can get in order to have them moved before the building at 195 South Sierra Street is demolished.

Upon recommendation of Tom Gadd, Director, General Services, on motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, Chairman Shaw ordered that the proposed Relocation Plan for the purpose of accommodating, relocating and providing leased space for those departments temporarily or permanently displaced by the addition of new judicial staff, construction of a new

Family Court courtroom, demolition of the County's 195 South Sierra Street property and construction of the proposed District Attorney/Municipal Court Building be approved.

**01-1305      REQUEST FOR REFUND OF TAXES – BOULDER CREEK APARTMENTS - DIAMOND CREEK APARTMENTS - RIVERSIDE ARTIST LOFTS - SPANISH HILLS APARTMENTS**

Katy Singlaub, County Manager, advised that due to Commissioner Galloway's question at Caucus, she did advise Assessor staff that someone should be present to answer questions from the Board.

Commissioner Galloway said he wants someone from the Assessor's staff to tell him that they have reconciled the numbers from the information that was submitted, and if it has not been he would say the Assessor's office is at fault for any further delay regarding these refunds.

Commissioner Bond moved to approve the request for refunds, seconded by Commissioner Short.

Commissioner Galloway said he just stated that he cannot vote for approval of this item because staff is not present to tell him that they have verified the information is correct. Mrs. Singlaub said the response from staff was that they could not attest as to whether the documentation is accurate. Commissioner Galloway said staff needed to make sure that the numbers submitted add up, and if staff is not present to tell him they have done that he cannot support this request.

Commissioner Sferrazza said he has concerns and will need to meet with staff to address those concerns. He apologized for being unable to attend the workshop at yesterday's Caucus concerning housing issues, but he had advised staff a month ago that he was unable to attend yesterday's workshop. Chairman Shaw said there is no sense in continuing this item if there is not going to be a unanimous vote to approve the refunds.

Maida Vawter, Director of Compliance, Pinnacle Realty Management Company, representing Spanish Hills Apartments, stated that they know they have a duty to the IRS, the State, and the County to provide safe, sanitary and affordable housing to the State of Nevada. She said it is their responsibility to make sure that the properties remain in compliance and to make sure that every resident is qualified at their minimum. Commissioner Galloway said he wants someone from Washoe County staff to say they have done due diligence by verifying the information provided to them.

On motion by Commissioner Galloway, seconded by Commissioner Sferrazza, which motion duly carried, Chairman Shaw ordered that this matter be continued.

**01-1306      2002/2003 GOLF COURSE FEE SCHEDULES – PURCHASE OF POINT OF SALE SYSTEM – ELIMINATE MAINTENANCE WORKER II POSITION AND CONVERT TO FULL-TIME IRRIGATION SPECIALIST – PARKS DEPARTMENT**

Upon recommendation of Karen Mullen, Director, Parks and Recreation Department, on motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, Chairman Shaw ordered that the following actions be taken:

1.      Alternative #2 for the 2002 and 2003 Golf Course Fee Schedules be approved, as placed on file with the Clerk.
2.      The Parks Department be authorized to pay for the County’s portion of the one time expense for the purchase of a Point of Sale system for each golf course from the Restricted Cash-Equipment (Cash Account 068-118).
3.      Elimination of a seasonal Maintenance Worker II position at Washoe Golf Course and convert to a full-time Irrigation Specialist position at Washoe Golf Course be approved.

**01-1307      STATUS REPORT ON INITIAL CONTINGENCY PLAN FOR FISCAL YEAR 2001/2002 BUDGET – FINANCE DEPARTMENT**

John Sherman, Finance Director, submitted a follow-up report as requested by the Board.

Commissioner Sferrazza said it is a lot easier to eliminate positions through attrition than to lay people off, and he hopes they are not rushing to fill positions until they know how long the recession will last. Katy Singlaub, County Manager, said every single position is evaluated by Human Resources as well as from a financial standpoint. She said she agrees with Commissioner Sferrazza that they should not fill a position if it is not necessary.

\*           \*           \*           \*           \*           \*           \*           \*           \*           \*

**Chairman Shaw temporarily left the meeting and Commissioner Sferrazza assumed the gavel.**

Mr. Sherman said he does believe this year’s budget is sufficiently grounded in terms of staff’s priority to manage the budget given the current economic situation. He said they are starting to put together the details of next year’s proposed budget, which is showing a different picture, and they will need to take some additional steps this year relative to next year’s budget.

Commissioner Galloway asked if staff had reviewed refinancing of old debt. Mr. Sherman said yes they had, and the most promising was the National Bowling Stadium bonds.

Commissioner Short asked if there was going to be sufficient funds to pay for the new Juvenile Facility, as well as the District Attorney offices proposed to be constructed with the new Reno Municipal Court. Mr. Sherman said the County has a fairly large budget and can change on the margin with good or bad economic times, but it is all of a matter of choices for the Board.

Upon recommendation of John Sherman, Finance Director, on motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried with Chairman Shaw temporarily absent, Vice Chairman Sferrazza ordered that the Status Report on the Initial Contingency Plan Budget for Fiscal Year 2001/2002 be accepted.

**01-1308      DISCUSSION OF POTENTIAL FISCAL EQUITY STRATEGIES – FINANCE DEPARTMENT**

Katy Singlaub, County Manager, said during the joint meeting held earlier today, some things that were stated on the record need to be clarified regarding fiscal equity strategy. The unincorporated tax proposal does not create any new governments in the unincorporated areas. The proposal is a new taxing structure not a new layer of government. The Board of County Commissioners would still be the governing body and would still make the policy decisions and the County would still be their government and provider of services. She said staff absolutely knows, with great accuracy, the amount of money spent on municipal type services through the unincorporated area services study. The distribution formula has been discussed and the population based formula has been reviewed and debated by the Legislature and Legislative Committees on numerous occasions and has been rejected.

\*           \*           \*           \*           \*           \*           \*           \*           \*

**Chairman Shaw returned to the meeting.**

Commissioner Galloway said the idea of a population based formula was addressed at a meeting of the Reno Redevelopment Agency. He commented that dividing the sales tax based on population is not a practical solution because it leaves no funds for the County to provide social services, libraries, parks or jail.

Commissioner Sferrazza said he disagrees with Commissioner Galloway's statement because the County is 100 percent of the population. The question is how much consolidated taxes does the public want to go to the County for regional services, and why can they not divide, according to population, the consolidated tax going to municipal type services. He said the City of Reno already gets a slice of the consolidated tax, but he does not know what the mechanism is that apportions that amount, although the same uniform method should be used for everybody.

Commissioner Short asked if they could have an unincorporated tax for Washoe County residents without them being in a specific township. Mrs. Singlaub said that it is not a township but an unincorporated town. Mr. Sherman advised that special assessment districts have a very narrow array of services that they can provide and gen

eral improvement districts are the same. The only thing available under current law to provide the array of services to the residents is an unincorporated town. Mrs. Singlaub stated that the Legislature has rejected any notion of having a uniform unincorporated tax for the entire unincorporated area, and that boundaries must be identified for the service areas, because in the statutes they are referred to as unincorporated towns. Mr. Sherman reminded the Board that townships are specifically designed for Justice Court boundaries.

Madelyn Shipman, Legal Counsel, advised that the law states that a city cannot be created within 7 miles of an existing city. She said there were legislative changes subsequent to that activity which prohibits the creation of a city.

Commissioner Sferrazza said the County already has a fiscal equity proposal on the table and asked why staff keeps coming back for alternatives. He suggested that the County advise the Cities of Sparks and Reno that this is their proposal and if they want to address that or come back with an alternative then they can submit that to the County. Commissioner Sferrazza said right now the County has their proposal on the table and there has been no counter-proposal by either of the entities. Mrs. Singlaub said staff just wanted to make sure they are following the Board's direction.

On motion by Commissioner Sferrazza, seconded by Commissioner Short, which motion duly carried, Chairman Shaw ordered that the fiscal equity proposal developed by staff be sent to the Cities of Reno and Sparks and request that they respond specifically to the proposal.

**01-1309      ACCEPT FINANCIAL RELATED AUDITS OF THE SHERIFF'S OFFICE TRUST AND AGENCY FUNDS – INTERNAL AUDITOR**

Commissioner Sferrazza asked Mr. Goelitz to summarize the areas where no agreements were reached. Gary Goelitz, Senior Internal Auditor, said there was only one disagreement and that was the Badge Account Trust and Agency Fund. The Sheriff has indicated they will seek a legal opinion on whether what they are doing is legal, and, if they are not this will come back to the Board with language and an ordinance to make it possible. He said right now the Sheriff's Department is purchasing badges for people who are not a part of the deputies association when they retire, and the cost is about \$70. The concern is that there seems to be a \$50 top end approval for these types of purchases. Mr. Goelitz said he is very happy with the results of the internal audit, as well as the Sheriff and Undersheriff working with their staff to reach agreements.

Mr. Goelitz said the Internal Audit Division has two job responsibilities. One is performance audit, which is designed to save money as well as improve the effectiveness of County services. The other is to deal with internal controls and make sure that staff is doing a good job of protecting assets that belong to the County and the public. Following this audit staff will work with the audited offices to make sure that controls are in place to continue to comply with the auditor's recommendations. They have met with the departments and identified implementations. Mr. Goelitz introduced Kristin Rosen

qvist who works in the Internal Audit Division and will continue to work with the departments on the audits. Commissioner Sferrazza requested that a list of funds that have not been audited be placed on high priority for Mr. Goelitz's replacement.

On motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, Chairman Shaw ordered that the Financial-related Audits of the Sheriff's Office Trust and Agency Funds be accepted.

**01-1310      ACCEPT ANNUAL REPORT FOR INTERNAL AUDIT DIVISION FOR FISCAL YEAR 2000/2001 – INTERNAL AUDITOR**

On motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, Chairman Shaw ordered that the Annual Report for the Internal Audit Division for Fiscal Year 2000/01 be accepted.

**01-1311      ACCEPT FOLLOW-UP REPORT ON INFORMATION TECHNOLOGY PERFORMANCE AUDIT – INTERNAL AUDITOR**

On motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, Chairman Shaw ordered that the Follow-up Report on Information Technology Performance Audit be accepted.

**01-1312      ACCEPT REPORTS REGARDING CASH HANDLING AUDITS OF THE RECORDER'S OFFICE AND THE COUNTY CLERK'S OFFICE AND WIRE TRANSFER AUDIT OF THE TREASURER'S OFFICE – INTERNAL AUDITOR**

On motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried, Chairman Shaw ordered that the Audit Reports regarding cash handling by the Recorder's office and County Clerk's office, and the wire transfer audit of the Treasurer's office be accepted.

**COMMUNICATIONS AND REPORTS**

The following communications and reports were received, duly noted, and ordered placed on file with the Clerk:

**01-1313      COMMUNICATIONS**

- A. Copy of fully executed contract between the State of Nevada, Department of Employment, Training & Rehabilitation Employment Security Division – Workforce Investment Support Services Career Enhancement Program and Board of Regents of University and Community College System of Nevada on behalf of Western

Nevada Community College Continuing Education and Outreach –  
Assurances, Budget and Scope of Work. (Carson City)

- B. Copy of fully executed contract between the State of Nevada, Department of Employment, Training & Rehabilitation Employment Security Division – Workforce Investment Support Services Career Enhancement Program and Board of Regents of University and Community College System of Nevada on behalf of Western Nevada Community College Continuing Education and Outreach – Assurances, Budget and Scope of Work. (Yerington)
- C. Copy of fully executed Interlocal Contract Amendment No. 1 between the Department of Human Resources, Welfare Division (Carson City) and Washoe County, Department of Social Services regarding TANF EA. See Original Agreement (Item No. 01-447) dated May 8, 2001.
- D. Copy of Notice of Intent to Annex 6.39 acres of land into the City of Sparks – located on the west side of Vista Boulevard, North of Vista Del Rancho Parkway. Bill No. 2281.

**01-1314      REPORTS - MONTHLY (OCTOBER 2001)**

- A. Animal Control
- B. Treasurer

**01-1315      REPORTS – QUARTERLY**

- A. Verdi Television District (4th and 1st Quarter)
- B. Washoe County School District (1st Quarter)
- C. Washoe County (4th Quarter)

**01-1316      REPORTS – COMPREHENSIVE ANNUAL (ENDED JUNE 30, 2001)**

- A. Washoe County School District (and Management Letter)
- B. North Lake Tahoe Fire Protection District
- C. Reno/Tahoe International Airport
- D. Incline Village General Improvement District

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There being no further business to come before the Board, the meeting adjourned at 5:00 p.m.

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**JAMES M. SHAW**, Chairman  
Washoe County Commission

**ATTEST:**    **AMY HARVEY**, County Clerk

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*Minutes Prepared by  
Jeraldine Magee  
Deputy County Clerk*